

MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
April 18, 2005

CALL TO ORDER

President Shkoler called the Regular Meeting of the Placentia Library District Board of Trustees to order on April 18, 2005, at 6:30 P.M.

ROLL CALL

Members Present: President Al Shkoler, Secretary Gaeten Wood, Trustee Betty Escobosa; Trustees Richard DeVecchio and Jean Turner; and Library Director Elizabeth Minter.

Members Absent: None

Others Present: Public Services Manager/Literacy Coordinator Jim Roberts, Technical Services Manager Julie Shook, Administrative Assistant Wendy Goodson, and Friends Representative Barbara Hemmerling.

ADOPTION OF AGENDA

It was moved by Secretary Wood, and seconded by Trustee DeVecchio to adopt the Agenda as amended.

AYES:	Shkoler, Wood, Escobosa, DeVecchio, Turner
NOES:	None
ABSTAIN:	None
ABSENT:	None

MINUTES

It was moved by Trustee DeVecchio and seconded by Secretary Wood to approve the Minutes of the March 21, 2005 Regular Meeting and the April 4, 2005 Special as amended.

AYES:	Shkoler, Wood, Escobosa, DeVecchio, Turner
NOES:	None
ABSTAIN:	None
ABSENT:	None

ORAL COMMUNICATIONS

No members of the public addressed the Board.

TRUSTEE REPORTS

President Shkoler reported that he attended the Friends Board Meeting, Friends Annual Meeting and a Chamber Mixer.

Trustee Escobosa reported that she attended the Independent Special District of Orange County Meeting.

Trustee Turner reported that she attended the Literacy Poetry Program featuring Mark States.

FRIENDS

Friends Representative Barbara Hemmerling reported that Friends Annual Meeting was a success. She also reported that the Friends Book Sale for March brought in \$260.00.

FOUNDATION

Library Director Minter reported that the Foundation Board of Directors Quarterly Meeting was April 14, 2005. Trustee DeVecchio was in attendance.

CLAIMS

It was moved by Secretary Wood and seconded by Trustee Turner to approve Agenda Items 9 through 12.

Nonstandard Claims: No Nonstandard Claims in excess of \$300.

Claims 4726,427,4728,4729, 4730, and 4731 forwarded by Library Director for a total of \$50,555.76.

Current Claims 4732,4733,4734, 4736 and 4737 for a total of Current Claims of \$30,905.28; Payrolls #22 (4/27/05) for \$33,880.40, Payroll#23 (5/11/05) for \$33,880.40 and Payroll #24 (5/25/05) for a subtotal for Payroll of \$99,273.97; for a total of Current Claims and Payroll of \$130,179.25.

FY2004-2005 Cash Flow Analysis through April 18, 2005 and recommendation that no funds be transferred at this time. (Receive & File).

AYES: Shkoler, Wood, Escobosa, DeVecchio, Turner
NOES: None
ABSTAIN: None
ABSENT: None

FINANCIAL REPORTS

It was moved by Trustee DeVecchio, and seconded by Trustee Turner to receive and file Agenda Items 13 through 18.

Financial Reports for March 2005

Office General Ledger & Check Registers for March 2005

Acquisitions Report for March 2005

Entrepreneurial Report for March 2005

Collection Agency Report for March 2005

Gifts Report for March 2005

AYES: Shkoler, Wood, Escobosa, DeVecchio, Turner
NOES: None
ABSTAIN: None
ABSENT: None

GENERAL CONSENT CALENDAR

It was moved by Trustee Escobosa and seconded by Secretary Wood DeVecchio to receive and file Agenda Items 19-33.

Building Maintenance Report for March 2005

Personnel Report for March 2005

Volunteer Report for March 2005

Circulation Report for March 2005

Review of Shared Maintenance Costs with the City of Placentia under the Joint Powers Authority

Legislative Alerts from the California Special Districts Association and the California Library Association

Status Report on Partnerships with Community Organizations

Status Report on Active Grant Applications

Poet Laureate Report

Agenda for Orange Council of Government Board of Directors Meeting for March 24, 2005 and Minutes of the February 24, 2005. (Agenda attachments are available during regular administrative office hours in the District Office.

Notice of Public Hearing from the Local Agency Formation Commission (LAFCO) of Orange County to consider draft budgets for FY 2005-06, 06-07, 07-08. The independent special districts in Orange County are required by California Code to contribute 1/3 of the LAFCO budget through a formula devised by the districts.

Results of the Special Districts Survey, "The Cold Hard Truth: What Californians Think About You", funded by the Association Of California Water Agencies (ACWA) and the California Special District Association (CSDA) and conducted by Charlton Research Company, as presented at a meeting at the Palm Springs Convention Center on December 1, 2004.

Application to the California State Library for a Library Services and Technology Act (LSTA) Grant in the amount of \$48,634 to establish a satellite reference library/homework facility in H.I.S. House.

Announcement from the California Special Districts Association (CSDA) of new ethics resources available for local officials.

Top Ten Take-Aways for Librarians' Index to the Internet. This is a web site developed by grants from the State Library of California and available to the public through the Placentia Library District web site.

AYES: Shkoler, Wood, Escobosa, DeVecchio, Turner

NOES: None
ABSTAIN: None
ABSENT: None

**LEGISLATIVE
ISSUES**

Library Director reported on the Status of the State Budget and Assembly Bill 1259. It was moved by Trustee Escobosa and seconded by Secretary Wood to take an official position of opposition on AB 1259.

AYES: Shkoler, Wood, Escobosa, DeVecchio, Turner
NOES: None
ABSTAIN: None
ABSENT: None

**STRATEGIC
PLANNING**

It was moved by Secretary Wood and seconded by Trustee Turner to authorize the use of Kellogg West Conference Center at Cal Poly Pomona University on Friday, July 15, 2005 at a cost not to exceed \$62.00 per participant and authorize the Library Director to sign the contract with Kellogg West Conference Center for an estimate of 30 participants.

AYES: Shkoler, Wood, Escobosa, DeVecchio, Turner
NOES: None
ABSTAIN: None
ABSENT: None

It was moved by Trustee Turner and seconded by Secretary Wood to approve professional services fees not to exceed \$4,800.00 to Susan Berk for planning, facilitation, design of training materials, travel and follow-up.

AYES: Shkoler, Wood, Escobosa, Turner
NOES: None
ABSTAIN: DeVecchio
ABSENT: None

**LIBRARY
DIRECTORS GOALS**

It was moved by Trustee DeVecchio and seconded by Trustee Turner to approve the Library Director's Goals as presented.

AYES: Shkoler, Wood, DeVecchio, Escobosa, Turner
NOES: None
ABSTAIN: None
ABSENT: None

**RESERVE
LIMITATIONS
POLICY**

It was moved by Trustee Turner and seconded by Trustee Escobosa to adopt Placentia Library Policy, Reserves.

**FISCAL YEAR 2005-
2006 BUDGET**

Library Director Minter gave a preview of the Fiscal Year 2005-2006 Budget. The Cost of Living Factor (COLA) will not be available until April 20, 2005; therefore, personnel cost projections will be prepared for the May 23, 2005 Board of Trustee Meeting.

STAFF REPORTS

It was moved by Trustee DeVecchio and seconded by Trustee Escobosa to approve agenda items 39-48:

Library Director's Report

Program Committee Report for March 2005.

Children's Services Report for March 2005.

Placentia Library Literacy Services Report for March 2005.

Reference and Adult Services Report for March 2005.

History Room Report for March 2005.

Placentia Library Web Site Report for March 2005.

Technology Report for March 2005.

Publicity Materials produced for March 2005.

Safety Committee Minutes for March 2005.

AYES: Shkoler, Wood, Escobosa, DeVecchio, Turner

NOES: None

ABSTAIN: None

ABSENT: None

PREPARATION

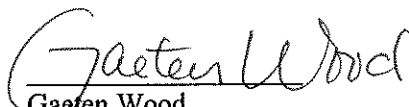
Agenda Preparation for the May Meeting will be held on Monday, May 23, 2005 at 6:30 P.M.

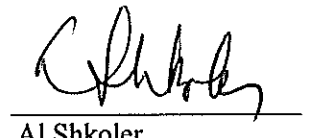
ADJOURNMENT

The Regular Meeting of the Board of Trustees of the Placentia Library District for April 18, 2005 adjourned at 7:35 P.M.

MAY MEETING

The May Regular Library Board Meeting will be held on Monday, May 23, 2005 at 4:00 P.M. in the Library Conference Room.


Gaeten Wood
Secretary
Library Board of Trustees


Al Shkoler
President
Library Board of Trustees